

## DOE Weekly Field Memo – November 13, 2009

### **From the Department of Education:**

- Fiscal Year 2011 School Budget Recommendations Memo
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  - Cash Flow for the Federal State Fiscal Stabilization Fund (SFSF) Portion of the Education Spending Grant
  - Combined Incident Reporting Software (CIRS) Training
  - *Roots of Success: Effective Practices in Vermont Schools* Copies
  - *Sex TV: An Original Dramatic Production* Written by Vermont Students for Vermont Students
  - *Middle School Is Not A Building: Educating Vermont's Young Adolescents for the 21st Century*
  - 2009 Youth Risk Behavior Survey
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### **Fiscal Year 2011 School Budget Recommendations Memo**

#### **Audience: All**

On Tuesday, Commissioner Vilaseca and Finance Commissioner Jim Reardon sent a memo to school administrators and school board members regarding the impact the economic downturn is having on school budgets, and some potential changes legislators may consider this upcoming session that would affect school budgets. Read the complete memo at:

<http://education.vermont.gov/new/html/maindept.html#memos>.

Contact: Bill Talbott at (802) 828-0470 or [bill.talbott@state.vt.us](mailto:bill.talbott@state.vt.us)

### **Requirement: ARRA State Fiscal Stabilization Survey**

#### **Audience: Principals, Superintendents**

As you may know, Vermont is eligible to receive approximately \$94 million through the American Recovery and Reinvestment Act (ARRA) Statewide Fiscal Stabilization Fund. In FY 2010 the state received \$63 million, which will go in large part to support school budgets for FY2010 and 2011. In order to receive the remaining \$31 million, the state must have an approved State Plan reporting on several data elements, including the types of systems used to evaluate teachers and principals in our state. Therefore, DOE will be sending a mandatory survey asking for information on teacher and principal evaluation systems on Monday, November 16. This is only designed to collect information in order for Vermont to be eligible for future funds, and will not be used for any other purpose. The department must collect this information from every school in the state in order to submit our report in December. The survey is due **December 1, 2009**.

Contact: Kerry Garber at (802) 828-3150 or [kerry.garber@state.vt.us](mailto:kerry.garber@state.vt.us)

### **Cash Flow for the Federal State Fiscal Stabilization Fund (SFSF) Portion of the Education Spending Grant**

#### **Audience: Business Managers, Superintendents**

Earlier this week Chief Financial Officer Bill Talbott sent a memo to business managers and superintendents regarding the cash flow for the SFSF. Beginning with the December 10 Education Fund payment we will be changing how DOE administers the SFSF program. Please review the memo carefully. NOTE: A few districts have not yet completed the DUNS and CCR registration process. The DOE cannot award the SFSF grant to these districts nor make SFSF payments until this process is complete. If you continue to have difficulties with the CCR process, please let Kathy Flanagan of this office know and she will try to help you work through any problems at (802) 828-0482 or [kathy.flanagan@state.vt.us](mailto:kathy.flanagan@state.vt.us).

Contact: Bill Talbott at (802) 828-0470 or [bill.talbott@state.vt.us](mailto:bill.talbott@state.vt.us); Brad James at (802) 828-0471 or [brad.james@state.vt.us](mailto:brad.james@state.vt.us)

### **Combined Incident Reporting Software (CIRS) Training**

#### **Audience: Superintendents, Principals, Safe and Drug-Free School Coordinators**

The Vermont Department of Education will be hosting a free training for school administrators responsible for implementing the Combined Incident Reporting Software (CIRS). Training objectives will include the importance of data-driven decision making at the local level; implications of CIRS collection at the

statewide level; definitions of coding categories; and a demonstration of how to code incidents. View additional info and directions on the department's [calendar of events](#). Monday, November 23rd, 8:30 a.m. to Noon; LAPDA Office, 250 Main St., Montpelier. Register by November 19 with Liz Rand at either (802) 828-3150 or [liz.rand@state.vt.us](mailto:liz.rand@state.vt.us). Contact: Andy Snyder at (802) 828-1086 or [andy.snyder@state.vt.us](mailto:andy.snyder@state.vt.us)

### ***Roots of Success: Effective Practices in Vermont Schools Copies***

#### **Audience: All**

If you would like to order hard copies of the Department of Education's recently released report "[Roots of Success: Effective Practices in Vermont Schools](#)", please complete the form found at <http://rootsofsuccess.wordpress.com/>. The form should be mailed directly to Villanti Printers (address included on form) by **December 11, 2009**. The cost of each copy is \$10 plus tax and shipping and handling. You can also find the report online at <http://education.vermont.gov/new/html/mainpubs.html#success>. Contact: Susan Hayes at (802) 828-5892 or [susan.hayes@state.vt.us](mailto:susan.hayes@state.vt.us)

### ***Sex TV: An Original Dramatic Production Written by Vermont Students for Vermont Students***

#### **Audience: Principals, Health Educators, Drama Teachers**

Health educators in all Vermont high schools were mailed a print copy of this 30-minute original dramatic production, which uses HIV/STD/pregnancy prevention messages to explore how communication, gossip, and risk behaviors impact sexual health. The suggested target audience for this production is middle school and early high school students. Visit [http://education.vermont.gov/new/html/pgm\\_hiv.html#script](http://education.vermont.gov/new/html/pgm_hiv.html#script). Contact: Kate O'Neill, HIV Prevention Program, at (802) 828-5151 or [kathryn.oneill@state.vt.us](mailto:kathryn.oneill@state.vt.us)

### ***Middle School Is Not A Building: Educating Vermont's Young Adolescents for the 21st Century***

#### **Audience: All**

This document is designed to inform and guide all stakeholders dedicated to make education relevant and successful for all of Vermont's 10-14 year olds. Based on Vermont and national data, Vermont's Middle Grades Task Force created research-based goals to support the educational needs of young adolescents. Clearly aligned with the concepts embodied in the department's Transformation of Education efforts and inspired by "High Schools on the Move", this document provides a roadmap that can be immediately helpful to educators at all levels. This a resource that will help all of Vermont's educators envision and implement an educational system that truly responds to the diverse learning needs of Vermont's learners. NOTE: The file is 3MB. Visit [http://education.vermont.gov/new/html/pgm\\_elem\\_middle.html#roadmap](http://education.vermont.gov/new/html/pgm_elem_middle.html#roadmap). Contact: Heather Schneider at (802) 828-5130 or [heather.schneider@state.vt.us](mailto:heather.schneider@state.vt.us)

### ***2009 Youth Risk Behavior Survey***

#### **Audience: All**

Every two years since 1993, the Department of Health Division of Alcohol and Drug Abuse Programs and the Department of Education have sponsored the Vermont Youth Risk Behavior Survey (YRBS). The YRBS measures the prevalence of behaviors that contribute to the leading causes of death, disease and injury among youth. The YRBS is part of a larger effort to help communities increase the "resiliency" of young people by reducing high risk behaviors and promoting healthy behaviors.

A link to the 2009 Youth Risk Behavior Survey is now available at:

[http://education.vermont.gov/new/html/mainpubs\\_resources.html#yrbs](http://education.vermont.gov/new/html/mainpubs_resources.html#yrbs).

DOE Contact: Deb Quackenbush at (802) 828-5877 or [deb.quackenbush@state.vt.us](mailto:deb.quackenbush@state.vt.us)

VDH Contact: Erika Edwards at (802) 863-7246 or [eedwards@vdh.state.vt.us](mailto:eedwards@vdh.state.vt.us)

### ***October State Board Monthly Report***

#### **Audience: All**

The State Board of Education produces a monthly report that is intended to update the public on Board activities and priorities. The report will be posted two weeks after a Board meeting and will be made available for a six-month period of time. Visit:

[http://education.vermont.gov/new/html/board/schedule.html#monthly\\_reports](http://education.vermont.gov/new/html/board/schedule.html#monthly_reports).

Contact: Carol King at (802) 828-5101 or [carol.c.king@state.vt.us](mailto:carol.c.king@state.vt.us)

Weekly Field Memo is Online!

The DOE Weekly Field Memo is archived on the Department of Education Web site at [http://education.vermont.gov/new/html/dept/field\\_memo.html](http://education.vermont.gov/new/html/dept/field_memo.html). Field Memos and the corresponding attachments are available for download. For Field Memo information three months or older, or for other questions, please contact Jill Remick, communications director, at (802) 828-3154 or [jill.remick@state.vt.us](mailto:jill.remick@state.vt.us).

FOR MORE INFORMATION:

For the Department of Education Web site see: <http://education.vermont.gov/>. For upcoming events or professional development opportunities, see the DOE Calendar of Events located at: <http://education.vermont.gov/new/html/dept/calendar.html>.

Main Department Line: (802) 828-3135

NOTE: For comments or questions specific to the messages above, please contact the person listed. DO NOT reply to this message.

This Field Memo is posted weekly by the Department of Education to better organize our e-communications to the field. There may be times when separate messages from the department will still be sent.